

**Subject:** Re: Westchester Sign Ordinance Violations

**From:** Craig Weber <craig.weber@lacity.org>

**Date:** 06/14/2012 07:03 AM

**To:** Donald Duckworth <duckworth.donald@gmail.com>

**CC:** Miki Payne2 <miki@hbdrollinger.com>, John Ruhlen <JRuhlen916@aol.com>, Sander De Wildt <sander.dewildt@cbre.com>

The easiest and most effective way to report a violation is to visit [ladbs.org](http://ladbs.org), select the "Online Services" tab, and then choose "Report a Violation." (That should take you here: <http://www.permitla.org/csr/index.html> ). Here you'll find a pretty simple walk-through for reporting violations. Once you have finished you'll get an actual case number--jot that number down!

Having completed this process, you can then follow up with either your council representative or this office and we can assist in getting information on the status of the investigation, letting the inspector know that there are unique rules for this area, etc.

I am always adamant that folks start with the [ladbs.org](http://ladbs.org) website for a couple of reasons:

1. It automatically creates a complaint case, which we can then track (as opposed to calling or email city staff and hoping the complaint doesn't fall through the cracks).
2. It allows for a first hand account of what has happened to be reported, as opposed to a game of "telephone" where your complaint either gets watered down or blown out of proportion by the third or fourth party who actually reports it to our code enforcement staff.

Lastly, you can track these investigations online from the same website (Online Services Tab, choose "Property Activity Report"). Here you can find out who the inspector assigned is (along with his or her contact information), send emails with any follow up information or photographs, etc. (Did I mention you should always take photographs of these things?!)

I hope that is helpful. Please give me a call if you'd like me to walk you through the web interface.

Sincerely,  
.Craig

On Wed, Jun 13, 2012 at 4:53 PM, Donald Duckworth <[duckworth.donald@gmail.com](mailto:duckworth.donald@gmail.com)> wrote:

The BID wants to report some sign ordinance violations. We have a number of residents hanging banners over their back fences to attract shoppers in our parking lots. Or is that is running violation? Can you give me some direction as

| to whom to address our complaints to? Thanks Craig.

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